ROUTING AND TRANSMITTAL SLIP

Date 2-16-83

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REMARKS - SUSPENSE: 24 February 1983

Any idea how we could solve this problem other than with 500 k which we ain't got?

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FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
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041-102

OPTIONAL FORM 41 (Rev. 7-76)
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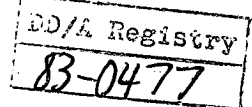
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FYI

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I've discussed with D/OC.

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10 February 1983

MEMORANDUM FOR: Director of Training and Education

FROM: STAT

Chief, Information Science Center

SUBJECT: Impact of Communications and Classroom
Constraints

1. The need for additional communication lines to Agency
computers and at least one more classroom equipped with computer
terminals has been a matter of discussion in OTE for approximately
two years. Three significant events, one which has already
occurred - assumption of responsibility for computer-user
training - and two which are scheduled to occur in CY 1983 -
SAFE training in March 1983 and CAMS 2 testing and staff
training in December 1983, make the matter particularly critical
now. Since monetary and space resources are scarce, it is
important to spell out why the additional lines and classroom
are needed, and what the impact will be if the resources cannot
be found to make them available. This paper will attempt to do
that.

2. a. Communication Line Constraints

We are unable to operate at full capacity in our
classrooms at the present time because of insufficient lines.
We are also unable to meet support requirements of other users
in CofC including two non-OTE organizations, the CT Staff and
the Testing Support Branch of Psychological Services Staff.
Specifically, our shortfalls are:

(1) CAMS Lines

We have nine lines at present, the classroom is
equipped with sixteen terminals. We need seven more lines. It
is not a critical problem now, because we limit class size to
18 students, giving us a 2-1 student/terminal ratio. It is
less than optimum, however. Sixteen lines would allow us to
train 16 students with a 1-1 ratio. Nice to have, but not
critical. The problem becomes critical in December 1983,
however, when CAMS 2 transition training starts. Estimates are
that class size will have to be 30 students to meet training
requirements. A class of that size will not be possible without
additional lines.

SUBJECT: Impact of Communications and Classroom Constraints

(2)   VM Lines

Prior to the move of ODP training into CofC in June, 1982, we had 11 VM lines available in our classrooms. That was a sufficient number to meet requirements at that time. To attempt to eliminate backlogs in courses such as Fundamentals of VM, SCRIPT, GIMS User Language, and Intermediate VM, it was desirable at times to use simultaneously all three classrooms equipped with terminals to teach these courses. We had 42 terminals, but 11 lines. The office of Communications did a superb job to up that number to 26, which is our current capability. We got the additional capability by giving up DIAOLS lines, COINS lines, and some lines used for support purposes. Still, because we have 16 lines less than terminals, we are forced to cut class size in some cases and avoid scheduling three VM-using courses simultaneously.

The Office of Communications has stated repeatedly that additional lines of any kind into CofC are impossible because of the physical constraints of the current CER. In their view, it is impossible to put additional racks and conduit into the existing space. There is no more room. Hence, the requirement for a new CER.

b.   Summary of Impact Without New CER

(1)   Transition training for CAMS 2 will be severely affected. Class size will have to be limited to 18 (rather than the stated requirement of 30). Possible options will be to go to two shifts or settle for a reduced number of trained users by IOC.

(2)   Computer-user training will continue to be constrained. Additional constraints will be added when SAFE training starts in March 1983, because it will use lines now used for general user training. Backlogs for basic courses will increase.

(3)   No additional lines for support users in CofC. The needs of the CT staff and the PSS Staff are immediate. Their needs cannot be met without further degradation of the training capability. VM capability for OTE units such as Language School, Management School, and Central Registration will not be met.

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SUBJECT: Impact of Communications and Classroom Constraints

3. Classroom Constraints

a. Currently, we have three classrooms equipped with computer terminals. Two classrooms have 16 terminals each, and the third has 10. The rooms are used exclusively for courses that require access to Agency computers. Courses which require access to the PDP 11/45 are now taught in Classroom 713 using telephone access. These are courses such as System Dynamics and Applied Analytical Techniques, which are taught for the Intelligence Community. Current and projected utilization of the three terminal-equipped rooms by general category is summarized in the following table (figures are not precise, and are intended to show general trends only):

	Current	March 1983 Dec 1983	Dec 1983 Aug 1984	After Aug 1984
CAMS	8%	8%	33%	25%
SAFE	0%	30%	20%	20%
Computer-User Courses *	67%	42%	27%	35%
Other **	15%	10%	10%	10%
Not Used ***	10%	10%	10%	10%

* These are the user courses formerly taught by ODP Training.
** These are courses such as Orientation to Automated Record Systems (OARS) taught by ISC, Financial Management taught by MAT, and computer orientation for CT's. They all require access to VM or GIMS.
*** Current utilization rate of the three classrooms is approximately 90%. Our experience is that we are at about the maximum without going to some sort of double shift. Holiday weeks, plus normal maintenance time preclude achieving a higher rate.

The figures in the above table are independent of the new CER. Without the new CER, a classroom used for CAMS, for example, will not operate at full capacity, but is still being used.

b. Summary of Impact Without Additional Classroom

(1) General user training (VM courses, etc.) and support of other courses decreases starting in March of 1983 when SAFE training starts.

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SUBJECT: Impact of Communications and Classroom Constraints

(2)   Further dramatic reduction in general user training expected in December 1983 when CAMS 2 transition training starts.

(3)   Even after August 1984, when CAMS 2 and SAFE surge training is expected to be over, the continuation of CAMS and SAFE training at fairly significant levels is expected to result in general computer-user training at a level approximately one-half (35% vs 67%) of what it is now.

(4)   The availability of classroom space for other OTE courses which need computer terminal access is projected to remain small with no increase over the current level. As more and more Agency systems become automated (PRIM and LIMS, as examples), it is not consistent to expect that appropriate functional training courses will be conducted satisfactorily without use of the computer terminals.

4.   As indicated in the opening paragraph, the purpose of the above discussion is to present the impact of trying to meet projected training requirements with existing communications and space capabilities. Time is becoming critical, and if the resources for a new CER and new classroom cannot be made available, other options need to be developed as soon as possible.

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